

# City of Mt. Vernon, Iowa

<b>Meeting:</b>	<b>Mt. Vernon City Council Meeting</b>
<b>Place:</b>	<b>Mt. Vernon Police Station, 380 Old Lincoln Hwy., Mt. Vernon, Iowa 52314</b>
<b>Date/Time:</b>	<b>October 18, 2021 – 6:30 PM</b>
<b>Web Page:</b>	<b><a href="http://www.cityofmtvernon-ia.gov">www.cityofmtvernon-ia.gov</a></b>
<b>Posted:</b>	<b>October 15, 2021</b>

<b>Mayor:</b>	Jamie Hampton	<b>City Administrator:</b>	Chris Nosbisch
<b>Mayor Pro-Tem:</b>	Tom Wieseler	<b>City Attorney:</b>	Robert Hatala
<b>Councilperson:</b>	Stephanie West	<b>Assis. Admin/City Clerk:</b>	Sue Ripke
<b>Councilperson:</b>	Scott Rose	<b>Deputy City Clerk:</b>	Marsha Dewell
<b>Councilperson:</b>	Deb Herrmann	<b>Chief of Police:</b>	Doug Shannon
<b>Councilperson:</b>	Eric Roudabush		

The City Council will be returning to in-person meetings starting June 21, 2021. **The Council asks that you please wear a mask if you are unvaccinated and observe social distancing protocols.** The public entrance to the police station can be found on the west side of the building.

For those individuals that are unable to attend or still do not feel comfortable with in-person meetings, the City is providing a Zoom option. For those planning to attend via Zoom, please use the following information:

You will be prompted for the following information:

1. Telephone #: 1-312-626-6799
2. Meeting ID: 872 5675 7290
3. Password: 376918

Should you need assistance to access the meeting, please contact Chris at 319-359-8613.

- A. Call to Order
- B. Agenda Additions/Agenda Approval
- C. Communications:
  1. Unscheduled

If you wish to address the City Council on subjects pertaining to today's meeting agenda, please wait until that item on the agenda is reached. If you wish to address the City Council on an item **not** on the agenda, please approach the microphone and give your name and address for the public record before discussing your item. Each individual will be granted no more than five (5) minutes.

- D. Consent Agenda

**Note:** These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

1. Approval of City Council Minutes – October 4, 2021 Regular Council Meeting
2. Approval of Liquor License – Mt. Vernon Pizza Palace

- E. Public Hearing

- i. None

**F. Ordinance Approval/Amendment**

1. Ordinance #10-4-2021A: Providing that General Property Taxes Levied and Collected Each Year on Certain Property Located within the Spring Meadow Heights Urban Renewal Area, in the City of Mount Vernon, County of Linn, State of Iowa, by and for the Benefit of the State of Iowa, City of Mount Vernon, County of Linn, Mount Vernon Community School District, and Other Taxing Districts, to be Paid to a Special Fund for Payment of Principal and Interest on Loans, Monies Advanced to and Indebtedness, Including Bonds Issued or to be Issued, Incurred by the City in Connection with the Spring Meadow Heights Urban Renewal Area (Phase 2 Parcels)
  - i. Motion to approve the second reading and proceed to the third reading (Council may suspend rules and proceed to the final reading after a vote of the first reading)

**G. Resolutions for Approval**

1. Resolution #10-18-2021A: Approving the Street Light Locations for 17<sup>th</sup> Ave SW (Stonebrook 9<sup>th</sup> Addition)

**H. Mayoral Proclamation**

1. None

**I. Old Business**

1. None

**J. Motions for Approval**

1. Consideration of Claims List – Motion to Approve
2. Discussion and Consideration of Covid Related Issues/Policies – Council Action as Needed
3. Discussion and Consideration of Solid Waste Requests for Proposals – Council Action as Needed
4. Discussion and Consideration of Travel/Inspection Vehicle Travel – Council Action as Needed
5. Discussion and Consideration of Denying the Sunshade Bids for the LBC – Council Action as Needed
6. Discussion and Consideration of Low-Income Household Water Assistance Program – Council Action as Needed

**K. Reports to be Received/Filed**

1. Mt. Vernon/Lisbon Police Report
2. Mt. Vernon Public Works Report
3. Mt. Vernon Parks and Rec Report

**L. Discussion Items (No Action)**

1. FYI – Proposed Snow Route Additions
2. FYI – Halloween Observance
3. Illegal Dumping

**M. Reports of Mayor/Council/Administrator**

1. Mayor's Report
2. Council Reports
3. Committee Reports

#### 4. City Administrator's Report

##### **N. Adjournment**

Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

**If anyone with a disability would like to attend the meeting, please call City Hall at 895-8742 to arrange for accommodations.**

## **D. Consent Agenda**



The City Council returned to in-person meetings held at the Police Station, 380 Lincoln Hwy. The Council asked that those in attendance wear a mask if unvaccinated and observe social distancing protocols. The public entrance to the police station is on the west side of the building. For those individuals that were unable to attend or did not feel comfortable with in-person meetings, the City provided a Zoom option. For those planning to attend via Zoom the following information was needed: Telephone: 1-312-626-6799, Meeting ID: 898 4315 0145, Password: 209211. If assistance was needed before the meeting they could contact City Administrator Chris Nosbisch at 319-359-8613. The following Council members were present: Roudabush, West, Wieseler, Herrmann and Rose.

**Call to Order.** At 6:30 p.m. Mayor Jamie Hampton called the meeting to order.

**Agenda Additions/Agenda Approval.** Motion made by Wieseler, seconded by West to approve the Agenda. Motion carries.

**Consent Agenda:** Motion to approve the Consent Agenda made by West, seconded by Rose. Motion carries.

Approval of City Council Minutes – September 20, 2021 Regular Council Meeting

Approval of Special City Council Minutes – September 27, 2021

### **Public Hearing**

Public Hearing for Consideration of an Ordinance Providing that General Property Taxes Levied and Collected Each Year on Certain Property Located within the Spring Meadow Heights Urban Renewal Area, in the City of Mount Vernon, County of Linn, State of Iowa, by and for the Benefit of the State of Iowa, City of Mount Vernon, County of Linn, Mount Vernon Community School District, and Other Taxing Districts, to be Paid to a Special Fund for Payment of Principal and Interest on Loans, Monies Advanced to and Indebtedness, Including Bonds Issued or to be Issued, Incurred by the City in Connection with the Spring Meadow Heights Urban Renewal Area (Phase 2 Parcels). Mayor Hampton declared the Public Hearing open. Hearing no comments from the public, Mayor Hampton closed the Public Hearing.

### **Ordinance Approval/Amendment**

Ordinance #10-4-2021A: Providing that General Property Taxes Levied and Collected Each Year on Certain Property Located within the Spring Meadow Heights Urban Renewal Area, in the City of Mount Vernon, County of Linn, State of Iowa, by and for the Benefit of the State of Iowa, City of Mount Vernon, County of Linn, Mount Vernon Community School District, and Other Taxing Districts, to be Paid to a Special Fund for Payment of Principal and Interest on Loans, Monies Advanced to and Indebtedness, Including Bonds Issued or to be Issued, Incurred by the City in Connection with the Spring Meadow Heights Urban Renewal Area (Phase 2 Parcels). Phase II of the Spring Meadow Heights subdivision has been completed. Dave Schechinger, V&K Engineering, Eldon Downs, PW Director and Alex Volkov, W/WWTP Superintendent did a site review. A punch list was put together from that visit and the projects were completed. With that done and the public improvements accepted by the City they are now eligible to receive tax increment financing payments. Motion to approve the first reading of Ordinance #10-4-2021A made by West, seconded by Wieseler. Roll call vote. Motion carries.

### **Resolutions for Approval**

Resolution #10-4-2021A: Approving the Department of Transportation Street Finance Report of FY2021. The Street Finance Report is an annual report required by the State. Motion to approve Resolution #10-4-2021A made by Herrmann, seconded by Rose. Roll call vote. Motion carries.

Resolution #10-4-2021B: Approving Support and Financial Commitment for the Main Street Program in the City of Mt. Vernon. This is the City's resolution of support for the Mount Vernon Main Street program. The City funding contribution comes from the Hotel/Motel tax. Motion to approve Resolution #10-4-2021B made by Wieseler, seconded by West. Roll call vote. Motion carries.

### **Motions for Approval**

Consideration of Claims List – Motion to Approve. Motion to approve the Claims List made by Rose, seconded by Wieseler. Motion carries.

AHLERS & COONEY P.C.	SERVICES/SP MEADOW HGHTS-P&A	331.00
ALLIANT IES UTILITIES	ENERGY USAGE-LBC	4,756.92
ALTORFER INC	EQUIP MAINT-SEW	307.26
ALTORFER INC	EQUIP MAINT-SEW	53.26
AMERICAN RED CROSS	TRAINING-POOL	156.00
AMERICAN RED CROSS	TRAINING-POOL	39.00
ARAMARK	RUGS-FD	58.65
BALTAZAR MOSQUEDA LARA	REFEREE-P&REC	120.00
BANKCARD 8076	CREDIT CARD FEES-LBC	247.29
CAMPBELL SUPPLY CEDAR RAPIDS	LOCATOR-RUT	465.00
CARQUEST OF LISBON	VEHICLE MAINT-FD	61.08
CARQUEST OF LISBON	VEHICLE MAINT-RUT	20.52
CITY LAUNDERING CO	SERVICES-LBC	230.93
CITY LAUNDERING CO	SERVICES-P&A	56.64
CITY LAUNDERING CO	SERVICES-P&A	56.64
CLIFTON LARSON ALLEN	AUDITOR FEES-ALL DEPTS	5,250.00
COGRAN SYSTEMS	ONLINE REGISTRATION-P&REC	402.00
DELTA DENTAL OF IOWA	INSURANCE-ALL DEPTS	1,612.90
EBS	INSURANCE CLAIMS-ALL DEPTS	13,459.26
EBS	INSURANCE CLAIMS-ALL DEPTS	7,215.26
EBS	INSURANCE CLAIMS-ALL DEPTS	2,359.46
EBS	ADMIN FEE-ALL DEPTS	320.50
ECONO SIGNS	STENCILS, HANDICAP SIGNS-RUT	568.78
ELDON DOWNS	UNIFORMS-RUT	148.00
EQUIPMENT MGMT COMPANY	JAWS CUTTING EDGE-FD	634.00
EVIDENT INC	POUCH W/WINDOW-PD	473.00
FELD FIRE	GLOVES-FD	688.00
GABRIEL FAIRCHILD	REFEREE-P&REC	120.00
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	566.80
IOWA DEPT OF NATURAL RESOURCES	ANNUAL WATER USE FEE	95.00
IOWA LEAGUE OF CITIES	BANQUET REGISTRATION-P&A	60.00
IOWA SOLUTIONS INC	MONTHLY MAINT-PD	927.50
IOWA SOLUTIONS INC	MONTHLY MAINT-ALL DEPTS	817.75
IOWA WATER ENVIRONMENT ASSOCIATION	ANNUAL CONFERENCE-WAT	35.00
IOWA WATER ENVIRONMENT ASSOCIATION	ANNUAL CONFERENCE-WAT	35.00
JACKSON JASPERS	REFEREE-P&REC	180.00
JASE R JASPERS	REFEREE-P&REC	120.00
JASON BLINKS	FITNESS MEMBERSHIP-FD	100.00

JOE'S QUALITY WINDOW CLEANING	WINDOW CLEANING-P&A	140.00
JORDAN AXTELL	REFEREE-P&REC	120.00
KATEY FOREST	FITNESS MEMBERSHIP-POOL	100.00
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES	260.76
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES-PD	25.61
KOSS INTERNATIONAL CORP	CTW CHALK-P&REC	3,431.77
LAW ENFORCEMENT TARGETS INC	TARGETS-PD	235.50
LINN CO-OP OIL CO	FUEL-PW	1,191.85
LYNCH FORD	5K MI MAINT, FILTERS-PD	104.15
LYNCH FORD	5K MI MAINT,TIRE REPAIR-PD	92.82
LYNCH FORD	VEHICLE MAINT-PW	2,830.97
MARION, CITY OF	STREET PAINTING-RUT	3,079.28
MATT PLOTZ	FITNESS MEMBERSHIP-RUT	100.00
MEDIACOM	PHONE/INTERNET-FD	400.24
MEDIACOM	PHONE/INTERNET-P&A	353.00
MEDIACOM	PHONE/INTERNET-WWTP	279.02
MEDIACOM	PHONE/INTERNET-P&REC	245.02
MIDWEST SAFETY COUNSELOR	INSTRUMENT CALIBRATION-FD	90.00
MOUNT VERNON ACE HARDWARE	SUPPLIES-FD	14.97
MOUNT VERNON BANK	NSF CHECK-WAT	72.00
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT	223.74
NEAL'S WATER CONDITIONING SERVICE	SALT-P&A	5.50
OLIVER HINRICHS	REFEREE-P&REC	120.00
PAYROLL	CLAIMS	95,186.86
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	468.65
RICHARD BURROUGHS	CEMETERY MAINT	1,814.00
RICHARD BURROUGHS	824 10TH AVE SW	45.00
SIMMERING CORY IOWA CODIFICATION	CODE SUPPLEMENT-P&A	677.00
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	1,259.00
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	55.50
SITE ONE LANDSCAPE SUPPLY	SUPPLIES-P&REC	148.36
SPRINGVILLE READY MIX	STREET PATCH-RUT	2,224.25
SPRINGVILLE READY MIX	SIDEWALK REPAIR-RUT	645.75
SPRINGVILLE READY MIX	TRAIL ON PALISADES-RUT	1,134.00
ST LUKE'S WORK WELL SOLUTIONS	DRUG TEST-RUT	25.00
STREICHERS	UNIFORMS-PD	400.00
SUN LIFE ASSURANCE COMPANY	INSURANCE-ALL DEPTS	1,510.45
TIERNAN BOOTS	REFEREE-P&REC	120.00
TODD WEAVER	FITNESS MEMBERSHIP-FD	100.00
TREASURER STATE OF IOWA	WET TAX	4,004.00
TREASURER STATE OF IOWA	SALES TAX	2,364.00
US BANK	CREDIT CARD PURCHASES-ALL DEPTS	9,605.54
US CELLULAR	CELL PHONE-P&REC,WAT,SEW	153.77
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	1,720.12
VEENSTRA & KIMM INC	STONEBRAKER DEV REVIEW	1,395.00
VEENSTRA & KIMM INC	4TH AVE WATER MAIN	593.50
VEENSTRA & KIMM INC	WWTP SLUDGE DISPOSAL PLAN	64.00
WAPSI WASTE SERVICE	GB,RECY-SW	22,835.04
WATCH GUARD	COMP EQUIP-PD	224.37
WELLMARK	INSURANCE-ALL DEPTS	22,412.75
TOTAL		227,850.51

GENERAL FUND	49,059.65
LBC	13,309.56
PAYROLL	95,186.86
ROAD USE TAX FUND	15,513.82
SEWER FUND	11,828.18
SOLID WASTE	26,567.73
STORM WATER	810.06
WATER FUND	15,574.65
	227,850.51

Discussion and Consideration of Covid Related Issues/Policies – Council Action as Needed. Staff does not have any new recommendations at this time. The Mount Vernon Community School District implemented masks for 6<sup>th</sup> graders and below. Because of this West asked the question on whether or not that age group of children should be masked at the LBC. No decisions were made.

Discussion and Consideration of Solid Waste Requests for Proposals – Council Action as Needed. Council was given a five year and ten year spread sheet outlining the proposed fee structures submitted by ABC and Republic waste haulers. This was for discussion only; no decisions were made.

At 6:59 p.m. Wieseler left the meeting.

#### **Reports of Mayor/Council/Administrator**

City Administrator's Report. Laura is working on a new fee structure resolution for the City. Matt and Laura are working together on a pool RFP. Any CIP requests for next year's budget should be turned in before the next council meeting. Staff will be discussing the Grinnell salary survey. The IT review will be on hold for now due to the number of RFP's and projects coming up this next year.

As there was no further business to attend to the meeting adjourned, the time being 7:06 p.m., October 4, 2021.

Respectfully submitted,  
Sue Ripke  
City Clerk

## Marsha Dewell

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**From:** noreply@salesforce.com on behalf of IOWA ABD Licensing Support  
<elaps@iowaabd.com>  
**Sent:** Monday, October 4, 2021 8:34 AM  
**To:** Marsha Dewell  
**Cc:** licensingnotification@iowaabd.com  
**Subject:** Application App-146932 Ready for Review

Hello,

Application Number App-146932 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: Mt Vernon Pizza Palace, LLC

DBA: Mt Vernon Pizza Palace, LLC

License Number: BB0029316

Application Number: App-146932

Tentative Effective Date: 10/20/2021

License Type: Class B Beer Permit (BB)

Application Type: Renewal

Amendment Type:

Thank you.

**NOTICE:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

## **F. Ordinance Approval/Amendment**

F. Ordinance Approval/Amendment

**AGENDA ITEM # F – 1**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

**DATE:** October 18, 2021

**AGENDA ITEM:** Ordinance #10-4-2021A

**ACTION:** Motion

**SYNOPSIS:** Staff has not received any additional verbal and/or written communication regarding this ordinance.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Ordinance #10-4-2021A

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 10/15/21

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE PROVIDING THAT GENERAL PROPERTY TAXES LEVIED AND COLLECTED EACH YEAR ON **CERTAIN PROPERTY** LOCATED WITHIN THE SPRING MEADOW HEIGHTS URBAN RENEWAL AREA, IN THE CITY OF MOUNT VERNON, COUNTY OF LINN, STATE OF IOWA, BY AND FOR THE BENEFIT OF THE STATE OF IOWA, CITY OF MOUNT VERNON, COUNTY OF LINN, MOUNT VERNON COMMUNITY SCHOOL DISTRICT, AND OTHER TAXING DISTRICTS, BE PAID TO A SPECIAL FUND FOR PAYMENT OF PRINCIPAL AND INTEREST ON LOANS, MONIES ADVANCED TO AND INDEBTEDNESS, INCLUDING BONDS ISSUED OR TO BE ISSUED, INCURRED BY THE CITY IN CONNECTION WITH THE SPRING MEADOW HEIGHTS URBAN RENEWAL AREA (**PHASE 2 PARCELS**)

WHEREAS, the City Council of the City of Mount Vernon, State of Iowa, after public notice and hearing as prescribed by law and pursuant to Resolution No. 12-18-2017A passed and approved on the 18<sup>th</sup> day of November, 2017, adopted an Urban Renewal Plan (the "Urban Renewal Plan") for an urban renewal area known as the Spring Meadow Heights Urban Renewal Area (the "Urban Renewal Area"), which Urban Renewal Area includes the lots and parcels located within the area legally described as follows ("**Phase 2 Parcels**"):

BEGINNING AT THE NORTHEAST CORNER OF CANDLESTICK, PART FIVE TO MOUNT VERNON, IOWA AS RECORDED IN BOOK 4483, PAGES 507-514 IN THE OFFICE OF THE LINN COUNTY, IOWA RECORDER; THENCE S87°28'50"W 183.01 FEET ALONG THE NORTH LINE OF SAID CANDLESTICK, PART FIVE; THENCE S86°32'50"W 175.82 FEET ALONG SAID NORTH LINE TO THE NORTHEAST CORNER OF CANDLESTICK, PART FOUR TO MOUNT VERNON, IOWA AS RECORDED IN BOOK 1949, PAGE 447 IN THE OFFICE OF THE LINN COUNTY, IOWA RECORDER; THENCE S88°12'19"W 480.29 FEET ALONG THE NORTH LINE OF SAID CANDLESTICK, PART FOUR; THENCE N1°58'43"W 151.90 FEET; THENCE N88°01'17"E 8.11 FEET; THENCE N1°58'43"W 205.00 FEET; THENCE N88°01'17"E 30.00 FEET; THENCE N1°58'43"W 148.00 FEET; THENCE N88°01'17"E 669.00 FEET; THENCE S1°58'43"E 20.00 FEET; THENCE N88°01'17"E 139.97 FEET TO THE EAST LINE OF THE SOUTHEAST QUARTER OF SAID NORTHEAST QUARTER; THENCE S0°59'08"E 131.81 FEET ALONG SAID EAST LINE TO THE SOUTHEAST CORNER OF THE SOUTHEAST QUARTER OF SAID NORTHEAST QUARTER; THENCE S1°02'03"E 348.45 FEET ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SOUTHEAST QUARTER TO THE POINT OF BEGINNING.



WHEREAS, expenditures and indebtedness are anticipated to be incurred by the City of Mount Vernon, State of Iowa, to finance urban renewal project activities carried out in furtherance of the objectives of the Urban Renewal Plan; and

WHEREAS, the City Council of the City of Mount Vernon, State of Iowa, desires to provide for the division of revenue from taxation on the **Phase 2 Parcels** in the Urban Renewal Area, as above described, in accordance with the provisions of Section 403.19 of the Code of Iowa, as amended. [Note: The **Phase 2 Parcels** is the only portion of the Urban Renewal Area that will be included in this TIF Ordinance. The City has previously adopted a separate ordinance which provide for the division of revenue with respect to other portions of the Urban Renewal Area. Nothing in this Ordinance shall amend the prior ordinance(s) nor shall this Ordinance impact the base value or division of revenue already established in the previously approved ordinance(s). The City anticipates that as other parcels develop (increase in value) in the future, the City will adopt separate TIF ordinance(s) on other parcels/areas within the Urban Renewal Area. Therefore, the various TIF ordinances in this Urban Renewal Area will have different frozen bases and different expiration dates.]

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, STATE OF IOWA:

Section 1. That the taxes levied on the taxable property in the **Phase 2 Parcels** of the Urban Renewal Area legally described in the preamble hereof, by and for the benefit of the State of Iowa, City of Mount Vernon, County of Linn, Mount Vernon Community School District, and all other taxing districts from and after the effective date of this Ordinance shall be divided as hereinafter in this Ordinance provided.

Section 2. That portion of the taxes which would be produced by the rate at which the tax is levied each year by or for each of the taxing districts upon the total sum of the assessed value of the taxable property in the **Phase 2 Parcels** of the Urban Renewal Area, as shown on the assessment roll as of January 1 of the calendar year preceding the first calendar year in which the City of Mount Vernon, State of Iowa, certifies to the Auditor of Linn County, Iowa the amount of loans, advances, indebtedness, or bonds payable from the division of property tax revenue described herein, shall be allocated to and when collected be paid into the fund for the respective taxing district as taxes by or for the taxing district into which all other property taxes are paid.

Section 3. That portion of the taxes each year in excess of the base period taxes determined as provided in Section 2 of this Ordinance shall be allocated to and when collected be paid into a special tax increment fund of the City of Mount Vernon, State of Iowa, hereby established, to pay the principal of and interest on loans, monies advanced to, indebtedness, whether funded, refunded, assumed or otherwise, including bonds or obligations issued under the authority of Section 403.9 or 403.12 of the Code of Iowa, as amended, incurred by the City of Mount Vernon, State of Iowa, to finance or refinance, in whole or in part, urban renewal projects undertaken anywhere within the Urban Renewal Area pursuant to the Urban Renewal Plan, except that (i) taxes for the regular and voter-approved physical plant and equipment levy of a school district imposed pursuant to Iowa Code Section 298.2 and taxes for the instructional support program of a school district imposed pursuant to Iowa Code Section 257.19 (but in each case only to the extent required under Iowa Code Section 403.19(2)); (ii) taxes for the payment

of bonds and interest of each taxing district; (iii) taxes imposed under Iowa Code Section 346.27(22) related to joint county-city buildings; and (iv) any other exceptions under Iowa Code Section 403.19 in existence at the time this Ordinance becomes effective shall be collected against all taxable property within the **Phase 2 Parcels** of the Urban Renewal Area without any limitation as hereinabove provided.

Section 4. Unless or until the total assessed valuation of the taxable property in **Phase 2 Parcels** of the Urban Renewal Area exceeds the total assessed value of the taxable property in the **Phase 2 Parcels** of the Urban Renewal Area as shown by the assessment roll referred to in Section 2 of this Ordinance, all of the taxes levied and collected upon the taxable property in the **Phase 2 Parcels** of the Urban Renewal Area shall be paid into the funds for the respective taxing districts as taxes by or for the taxing districts in the same manner as all other property taxes.

Section 5. At such time as the loans, advances, indebtedness, bonds, and interest thereon of the City of Mount Vernon, State of Iowa, referred to in Section 3 hereof have been paid, all monies thereafter received from taxes upon the taxable property in the **Phase 2 Parcels** of the Urban Renewal Area shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

Section 6. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed. The provisions of this Ordinance are intended and shall be construed so as to fully implement the provisions of Section 403.19 of the Code of Iowa, as amended, with respect to the division of taxes from property within the **Phase 2 Parcels** of the Urban Renewal Area as described above. In the event that any provision of this Ordinance shall be determined to be contrary to law, it shall not affect other provisions or application of this Ordinance which shall at all times be construed to fully invoke the provisions of Section 403.19 of the Code of Iowa with reference to the **Phase 2 Parcels** of the Urban Renewal Area and the territory contained therein.

Section 7. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Read First Time: \_\_\_\_\_, 2021

Read Second Time: \_\_\_\_\_, 2021

Read Third Time: \_\_\_\_\_, 2021

PASSED AND APPROVED: \_\_\_\_\_, 2021.

I, \_\_\_\_\_, City Clerk of the City of Mount Vernon, State of Iowa, hereby certify that the above and foregoing is a true copy of Ordinance No. \_\_\_\_\_ passed and approved by the City Council of the City at a meeting held \_\_\_\_\_, 2021, signed by the Mayor on \_\_\_\_\_, 2021, and published in the Mount Vernon-Lisbon Sun on \_\_\_\_\_, 2021.

\_\_\_\_\_  
City Clerk, City of Mount Vernon, State of  
Iowa

(SEAL)

01931045-1\13932-033

## ORDINANCE CERTIFICATE

STATE OF IOWA )  
 ) SS  
COUNTY OF LINN )

1. I certify that Ordinance Number \_\_\_\_\_, of which a true copy is attached, was duly adopted by the City Council of the City of Mount Vernon, State of Iowa, signed by the Mayor and published as required by law and is now in effect. I further certify that the consideration(s) and votes taken for the enactment of the Ordinance were as follows:

- a. First consideration - Date: \_\_\_\_\_  
Vote: In favor \_\_\_\_\_, Opposed \_\_\_\_\_,  
Absent or Abstain \_\_\_\_\_.
- b. Second consideration - Date: \_\_\_\_\_  
Vote: In favor \_\_\_\_\_, Opposed \_\_\_\_\_,  
Absent or Abstain \_\_\_\_\_.
- c. Final Consideration - Date: \_\_\_\_\_  
Vote: In favor \_\_\_\_\_, Opposed \_\_\_\_\_,  
Absent or Abstain \_\_\_\_\_.
- d. Publication Date: \_\_\_\_\_.

2. The Ordinance was not considered on any date after its first consideration as shown above when it did not receive an affirmative vote for passage.

3. On the date of \_\_\_\_\_, \_\_\_\_\_, the City Council adopted a motion for the suspension of the rule requiring separate consideration at three meetings and voted the final adoption of the Ordinance. The vote for suspension of the rules was by three-fourths of the full City Council, voting \_\_\_\_\_ in favor, \_\_\_\_\_ opposed and \_\_\_\_\_ absent, vacant or abstaining and was duly recorded.

4. I further certify that each meeting for the consideration of the Ordinance was duly and publicly held, with a notice of the meeting and tentative agenda naming the consideration of the Ordinance timely posted and upon reasonable advance notice to the media as required by the Chapter 21 of the Code of Iowa and rules of the Council then governing.

5. I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective city offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation

is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the City hereto affixed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
City Clerk, City of Mount Vernon, State of Iowa

(SEAL)

**(Attach Affidavit of Publication to this Certificate  
and send Certificate and Affidavit to Ahlers & Cooney, P.C.)**

01931043-1\13932-033

CITY CLERK'S CERTIFICATION TO COUNTY AUDITOR

I hereby certify that attached hereto is a true and correct copy of the Tax Increment Ordinance approved by the City Council of the City of Mount Vernon, State of Iowa, designated as Ordinance Number \_\_\_\_\_, entitled:

AN ORDINANCE PROVIDING THAT GENERAL PROPERTY TAXES LEVIED AND COLLECTED EACH YEAR ON **CERTAIN PROPERTY** LOCATED WITHIN THE SPRING MEADOW HEIGHTS URBAN RENEWAL AREA, IN THE CITY OF MOUNT VERNON, COUNTY OF LINN, STATE OF IOWA, BY AND FOR THE BENEFIT OF THE STATE OF IOWA, CITY OF MOUNT VERNON, COUNTY OF LINN, MOUNT VERNON COMMUNITY SCHOOL DISTRICT, AND OTHER TAXING DISTRICTS, BE PAID TO A SPECIAL FUND FOR PAYMENT OF PRINCIPAL AND INTEREST ON LOANS, MONIES ADVANCED TO AND INDEBTEDNESS, INCLUDING BONDS ISSUED OR TO BE ISSUED, INCURRED BY THE CITY IN CONNECTION WITH THE SPRING MEADOW HEIGHTS URBAN RENEWAL AREA **(PHASE 2 PARCELS)**

approved by the City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2021, and duly published on the \_\_\_\_\_ day of \_\_\_\_\_, 2021, the original of which is on file in the records of the undersigned.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Clerk of the City of Mount Vernon

(CITY SEAL)

-----  
COUNTY AUDITOR'S CERTIFICATE

I, \_\_\_\_\_, County Auditor of Linn County, Iowa, hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 2021, there was filed in my office a copy of the Tax Increment Ordinance of the City of Mount Vernon, State of Iowa, Ordinance Number \_\_\_\_\_, approved by the City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2021, all duly certified upon the form attached above.

\_\_\_\_\_  
County Auditor of Linn County, Iowa

(COUNTY SEAL)

**EXHIBIT E**  
**DEVELOPER CERTIFICATION OF QUALIFIED COSTS AND EXPENSES**  
**FOR PUBLIC IMPROVEMENTS**

Midwest Development Co. (the "Developer") certifies that the expenses shown on the table below were/are the actual expenses incurred by the Developer for the Phase Two Public Improvements that are the subject of a Development Agreement entered into the \_\_\_\_ day of February, 2018, between the City of Mount Vernon, Iowa and the Developer (the "Agreement"). The Developer certifies that no expenses claimed or shown on this table relate to personal or unallowable expenses.

In the event of an overpayment by the City for expenses not actually incurred, or if payment was received from another source for any portion of the expenses claimed, the Developer assumes responsibility for repaying the City in full for those expenses.

<b><u>Certified Costs of Public Improvements for Phase Two</u></b>							
<b>Project Cost Category</b>	<b>Engineering, Plans, Specifications</b>	<b>Construction Costs</b>	<b>Legal Costs</b>	<b>Drainage, Landscaping, Grading</b>	<b>Cost for acquisition of land within the ROW</b>	<b>Interest during construction and for not more than six months thereafter</b>	<b>Misc</b>
Trail Construction		\$57,350					
Upgrade Storm Water Detention		\$24,000					
Design/ Platting and administration for off-site infrastructure or grading improvements	\$1,900						
<b>Total Cost per category</b>	<b>\$1,900</b>	<b>\$81,350</b>					

**Total Amount = \$83,250 for Phase 2**

**Attached invoices:**

Exhibit E1: Invoice from Contractor showing expense for Trail Construction

Exhibit E2: Invoice from Contractor showing expense for Storm Water Detention Upgrades

Exhibit E3: Invoice from Engineer showing expense for design work for off-site infrastructure and drainage improvements



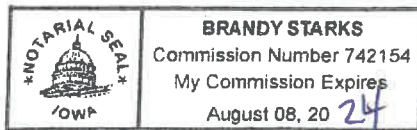
I certify under penalty of perjury and pursuant to the laws of the State of Iowa that the preceding is true and correct to the best of my knowledge and belief.

MIDWEST DEVELOPMENT CO., an Iowa corporation

By: [Signature]  
Hunter Skogman, President

STATE OF IOWA )  
COUNTY OF Linn ) SS  
)

On this 1 day of September, 20    , before me the undersigned, a Notary Public in and for said State, personally appeared Hunter Skogman, to me personally known, who, being by me duly sworn, did say that he is the President of Midwest Development Co. and that said instrument was signed on behalf of said corporation; and that the said Hunter Skogman as such officer, acknowledged the execution of said instrument to be the voluntary act and deed of said corporation, by him voluntarily executed.



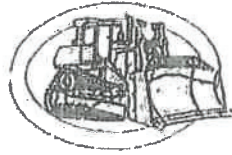
[Signature]  
Notary Public in and for the State of Iowa

*[Signature Page to Developer's Certification of Qualified Costs and Expenses  
for Public Improvements]*



## STATEMENT

EXHIBIT E1



# RATHJE

## CONSTRUCTION CO.

P.O. BOX 408 MARION, IA 52302

SOLD TO: MIDWEST DEVELOPMENT COMPANY  
ATTN: ACCOUNTS PAYABLE  
417 1ST AVENUE SE  
CEDAR RAPIDS, IA 52401

Phone: (319) 377-3179

Fax: (319) 377-3827

Website: www.rathjeconstruction.com

JOB  
ADDRESS:

SPRING MEADOWS HEIGHT

0000

TERMS:  
NET 30 DAYS FROM  
STATEMENT DATE  
  
TO ASSURE PROPER CREDIT  
WRITE ACCT. NUMBER ON CHECK

ACCT. NUMBER: 01-MI0059

DATE OF STATEMENT: 05/21/2021

STATEMENT NO.: 21821

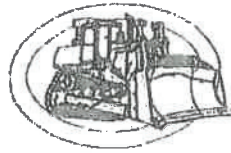
CODE	QUANTITY	UNITS	DESCRIPTION	PRICE	AMOUNT
		LF	05/21/2021 8" TRUSS SANITARY SEWER		11,821.50
		EA	05/21/2021 SANITARY MANHOLE		5,700.00
		EA	05/21/2021 SEWER SERVICE, 4" PVC		9,000.00
		EA	05/21/2021 ADJUST EXISTING SAN MH		1,400.00
		LF	05/21/2021 8" PVC WATER MAIN		24,360.00
		LS	05/21/2021 CONNECT TO EXISTING WM		1,980.00
		EA	05/21/2021 8" GATE VALVE		4,350.00
		EA	05/21/2021 FIRE HYDRANT ASSEMBLY		9,450.00
		EA	05/21/2021 BLOW OFF ASSEMBLY		630.00
		EA	05/21/2021 1" WATER SERV W/ TAP FEE		21,375.00
		LF	05/21/2021 15" RCP STORM SEWER		20,286.00
		LF	05/21/2021 18" RCP STORM SEWER		3,009.00
		EA	05/21/2021 15"-24" RCP FES		5,700.00
		EA	05/21/2021 SW 507 INTAKE		6,800.00
		EA	05/21/2021 SW 509 INTAKE		15,800.00
		EA	05/21/2021 48" STORM MH/AREA INTAKE		5,200.00
		LF	05/21/2021 6" SUBDRAIN TILE		27,690.00
		EA	05/21/2021 4" SUMP PUMP LINE		7,150.00
		EA	05/21/2021 SUBDRAIN CLEAN OUT		7,000.00
		CY	05/21/2021 SITE CUT & FILL		8,250.00
		SY	05/21/2021 SUBGRADE PREPARATION		9,300.00
		TN	05/21/2021 6" GRANULAR SUBBASE		31,500.00
		TN	05/21/2021 6" GRANULAR SUBBASE TRAIL		26,910.00
		LS	05/21/2021 CAMERA INSPECTION		1,845.00
		SY	05/21/2021 7" PCC PAVEMENT		148,779.00
		SY	05/21/2021 5" PCC TRAIL		42,676.20
		SY	05/21/2021 4" WALK ALONG POND		5,098.50
		SY	05/21/2021 SIDEWALK RAMPS		2,184.00
		SF	05/21/2021 DETECTABLE WARNINGS		2,436.00
		EA	05/21/2021 PAVEMENT REINFORCEMENT		2,850.00
		LS	05/21/2021 CONCRETE WASHOUT		870.00
		TN	05/21/2021 RIP RAP		1,500.00
		CY	05/21/2021 TOPSOIL STRIP/STOCKPILE		4,620.00
		CY	05/21/2021 SITE CUT/FILL		17,600.00
		CY	05/21/2021 TOPSOIL RESPREAD		33,000.00
		TN	05/21/2021 SUBGRADE STABIL W/ ROCK		27,504.00

TRAIL CONSTRUCTION = \$69,584.20

1½ % PER MONTH (18% PER ANNUM) LATE PAYMENT CHARGE WILL BE ADDED TO ACCOUNTS 30 DAYS PAST DUE.

## STATEMENT

EXHIBIT E2


**RATHJE**  
**CONSTRUCTION CO.**

P.O. BOX 408 MARION, IA 52302

Phone: (319) 377-3179

Fax: (319) 377-3827

Website: www.rathjeconstruction.com

SOLD TO: MIDWEST DEVELOPMENT COMPANY  
 ATTN: KYLE SKOGMAN  
 411 1ST AVENUE SE, STE. 410  
 CEDAR RAPIDS, IA 52401

JOB  
 ADDRESS:

0000

SPRING MEADOW HEIGHT

TERMS:  
 NET 30 DAYS FROM  
 STATEMENT DATE  
 TO ASSURE PROPER CREDIT  
 WRITE ACCT. NUMBER ON CHECK

ACCT NUMBER: 01-MI0059

DATE OF STATEMENT: 07/27/2018

STATEMENT NO.: 19541

CODE	QUANTITY	UNITS	DESCRIPTION	PRICE	AMOUNT
		TN	07/26/2018 CONSTRUCTION ENTRANCE		3,777.98
		LF	07/26/2018 SILT FENCE INSTALLED		1,012.00
		LF	07/26/2018 8" PVC SANITARY SEWER		79,285.50
		EA	07/26/2018 SANITARY MANHOLES		36,300.00
		EA	07/26/2018 4" SEWER SERVICES		55,350.00
		LF	07/26/2018 8" PVC WATER MAIN		41,933.00
		EA	07/26/2018 8" GATE VALVE		8,470.00
		EA	07/26/2018 FIRE HYDRANT ASSEMBLY		14,175.00
		EA	07/26/2018 BLOW OFF ASSEMBLY		1,260.00
		EA	07/26/2018 1" WATER SERVICE		44,100.00
		LF	07/26/2018 12" STORM SEWER		2,976.00
		LF	07/26/2018 15" STORM SEWER 71 LF = \$2,911		18,573.00
		LF	07/26/2018 18" STORM SEWER 131 LF = \$6,630		53,550.00
		LF	07/26/2018 24" STORM SEWER 229 LF = \$14,865		33,800.00
		LF	07/26/2018 24" STORM SEWER-OFF SITE		34,164.00
		LF	07/26/2018 30" STORM SEWER		4,293.00
		LF	07/26/2018 36" STORM SEWER		9,328.00
		EA	07/26/2018 SW 507 INTAKE		2,900.00
		EA	07/26/2018 SW 509 INTAKE		21,600.00
		EA	07/26/2018 STORM MANHOLE-NYLOPLAST 2 @ \$2,350 = \$4,700		18,800.00
		EA	07/26/2018 OUTLET STRUCTURE 1 @ \$7,050 = \$7,050		7,050.00
		EA	07/26/2018 15"-24" FLARED ENDS		6,300.00
		EA	07/26/2018 30"-36" FLARED ENDS		14,250.00
		LF	07/26/2018 6" SUBDRAIN TILE		39,876.00
		EA	07/26/2018 4" SUMP PUMP LINES		8,525.00
		SY	07/26/2018 SUBGRADE PREPERATION		10,500.00
		TN	07/26/2018 6" GRANULAR SUBBASE		56,287.70
		TN	07/26/2018 GRANULAR SUBBASE		100,753.50
		AC	07/26/2018 EROSION CONTROL SEEDING		.00
		SY	07/26/2018 REM/REPLACE STREET PATCH		11,220.00
		LS	07/26/2018 TRAFFIC CONTROL		500.00
		TN	07/26/2018 RIP RAP INSTALLED		2,007.00
		LS	07/26/2018 TREE REMOVAL & DISPOSAL		2,300.00
		LS	07/26/2018 WATERMAIN LOOP		3,850.00
		LS	07/26/2018 COMPACTION TESTING		6,802.00
		LS	07/26/2018 GRADE/SEED SWALE-CANDLE		2,980.00
TOTAL DUE					758,848.68

STORM WATER DETENTION UPGRADES = \$31,476  
 TO DIRECT DRAINAGE AWAY FROM  
 CANDLESTICK PART 4+5

1 1/2 % PER MONTH (18% PER ANNUM) LATE PAYMENT CHARGE WILL BE ADDED TO ACCOUNTS 30 DAYS PAST DUE.

## Hall & Hall Engineers, Inc.

1860 Boyson Rd.  
Hiawatha, IA 52233-  
Tel: 319-362-9548 Fax: 319-362-7595  
info@halleng.com

## Time & Expense Summary by Project

Printed on: 8/27/2021

Page 1 of 1

Filters Used:

- Project ID: 8171-15:114-2 to 8171-15:114-2

Project ID	Project Name	Hours \ Units	Amount
8171-15:114-2	SPRING MEADOW HEIGHTS SECOND ADDITION		
	Total Services:	265.75	\$31,981.75
	Total Expenses:	534.00	\$621.37
	<b>Total for : 8171-15:114-2</b>		<b>\$32,603.12</b>
	<b>Total Services:</b>		<b>\$31,981.75</b>
	<b>Total Expenses:</b>		<b>\$621.37</b>
	<b>Grand Totals:</b>		<b>\$32,603.12</b>

\$1900 per TIF agreement for SMH 2nd Addition.

Services associated with TIF for Design / platting and administration for off-site infrastructure including swale design north of Candlestick - Part 4 & 5 to direct drainage away from those properties.

Exhibit E3

## **G. Resolutions for Approval**

1. Resolution for the Approval of the Board of Directors.

**AGENDA ITEM # G – 1**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	October 18, 2021
<b>AGENDA ITEM:</b>	Resolution #10-18-2021A
<b>ACTION:</b>	Motion

**SYNOPSIS:** Attached you will find the proposed street light locations for the 17<sup>th</sup> Ave SW right of way. There are three lights proposed, two of which illuminate intersections and one at the beginning of a gradual curve.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Resolution and Supporting Documents

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 10/15/21

**RESOLUTION NO. #10-18-2021A**

**RESOLUTION APPROVING THE INSTALLATION OF STREET  
LIGHTS WITHIN THE STONEBROOK 9<sup>TH</sup> ADDITION  
SUBDIVISION ACCORDING TO THE TERMS SET FORTH IN  
THE EXISTING STREET LIGHT CONTRACT**

**BE IT RESOLVED** by the City Council of the City of Mt. Vernon, Iowa that Alliant Energy is hereby directed to make the following changes to the existing system, at the locations described herein (or shown on an attached maps made part of this Resolution) according to the terms expressed in the existing street light contract.

NEW INSTALLATION OR CHANGES IN EXISTING SYSTEM

Add Number	Delete Number	Wattage	Style of Luminaire	Type and Height of Pole	Wiring OH/UG
3		45w	LED	24" BLK Fiberglass	

LOCATION OF NEW INSTALLATION OR CHANGES

1. Intersection of 17<sup>th</sup> Ave SW and Palisades Rd.
2. Intersection of 8<sup>th</sup> St SW and 17<sup>th</sup> Ave SW
3. SE side of Lot 13, Stonebrook 9<sup>th</sup> Addition

**See attached maps.**

**APPROVED AND ADOPTED** this 18<sup>th</sup> day of October, 2021.

CITY OF MT. VERNON:

ATTEST:

\_\_\_\_\_  
Jamie Hampton, Mayor

\_\_\_\_\_  
Sue Ripke, City Clerk

City of Mt Vernon

City Hall

213 1<sup>st</sup> St NW

Mt Vernon, IA 52314

RE: 3 Street Lights for Stonebrook 9<sup>th</sup>

Enclosed is a street light map for the referenced development. If you have any questions, please call Dean Colony at 319-786-19005.

Sincerely,

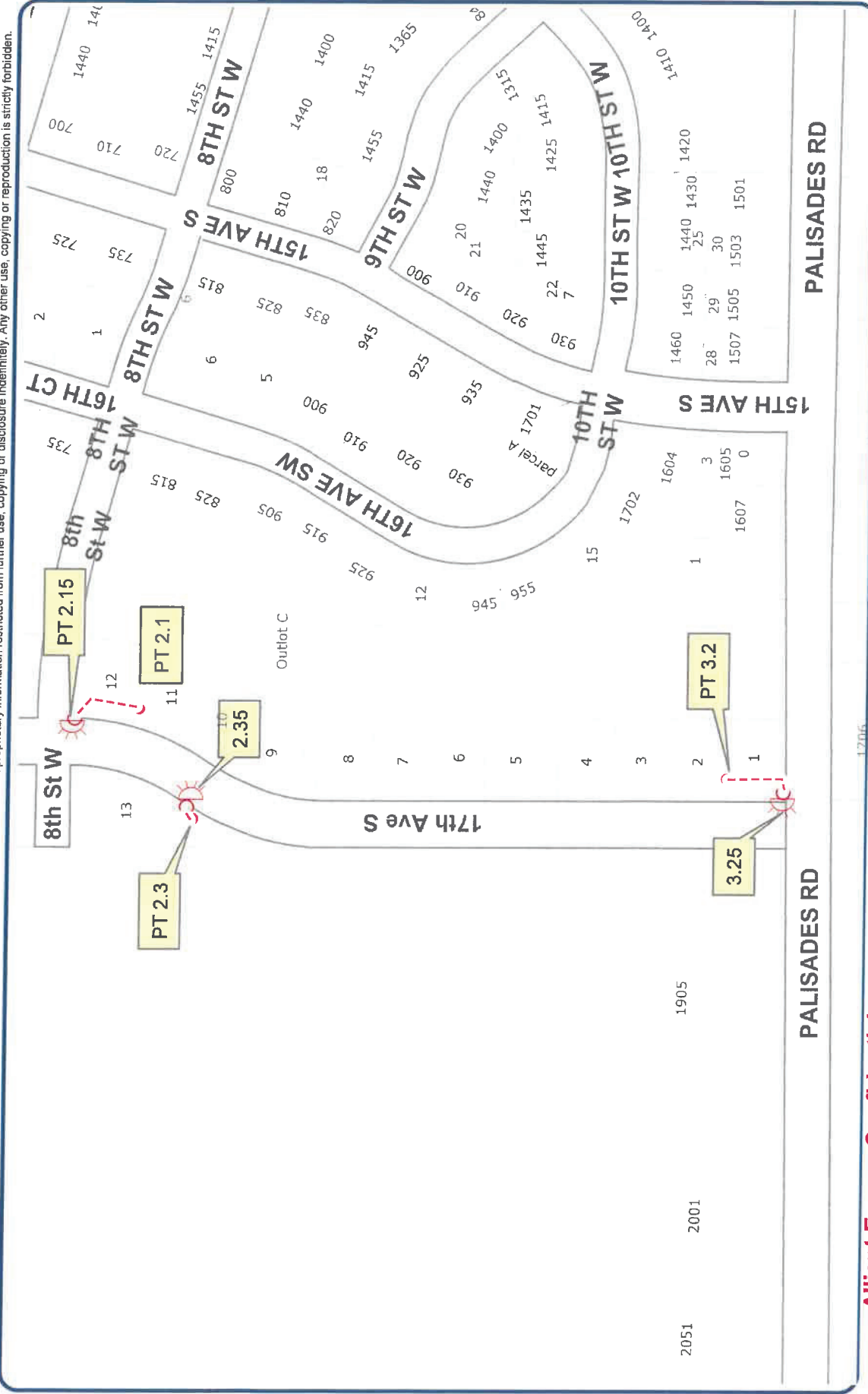
A handwritten signature in black ink that reads "Jill Hart". The signature is written in a cursive, slightly slanted style.

Jill Hart

Enc.



Interstate Power and Light Company (IPL) and Wisconsin Power and Light Company (WPL) both Alliant Energy utility companies and hereafter referred to as the Utilities assume no liability and make no warranty or representation whatsoever as to the accuracy or completeness of the information contained on this map. Any data provided is for general information only and any use of this data is at your own risk. Any intention to excavate requires compliance with state law including contacting the appropriate one call notification center. Prior to excavation, the actual physical location of buried facilities must be determined pursuant to the requirements of applicable law. This map constitutes limited protected nonpublic data that is confidential and proprietary to the Utilities. By one of the Utilities issuing you a copy of this map, you are deemed to have agreed to treat this information as confidential and to use and disclose it only for the specific project identified in your request for the map and as further restricted below. (If you disagree, please destroy this map and inform the Alliant Energy representative that sent it to you that you cannot comply, that you do not agree to the terms of a nondisclosure or confidentiality agreement between your organization and those to whom you intend to disclose such information for a specific project, whereby the potential recipients agree to use this map only for the specific project identified in the request for the map and to treat this map as the Utilities' confidential and proprietary information restricted from further use, copying or disclosure indefinitely. Any other use, copying or reproduction is strictly forbidden.





## J. Motions for Approval

CITY OF MOUNT VERNON  
CLAIMS FOR APPROVAL, OCTOBER 18, 2021

PAYROLL	CLAIMS	88,663.58
UTILITY SERVICE COMPANY	WATER TOWER MAINT	5,271.41
ROTO ROOTER	VAC/JET LIFT STATIONS-SEW	2,700.00
STATE HYGIENIC LAB	TESTING-SEW	2,424.00
NIGHT SHIFT LLC	CLEANING SERVICE-P&A	2,364.09
NIGHT SHIFT LLC	CLEANING SERVICE-PD	2,269.17
PNP	FUEL-PD	1,955.69
RC TECH	CAMERA SYSTEM PYMT	1,168.55
LYNCH FORD CHEVY	VEHICLE MAINT-PD	961.55
CATERPILLAR FINANCIAL SERV	GENERATOR-PD	949.39
APPARATUS TESTING SERVICE	FIRE PUMP CERT TEST-FD	892.50
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-KMVL,P&A,WAT	828.95
IOWA SOLUTIONS	DOMAIN MGMT-ALL DEPTS	802.50
ALLIANT ENERGY	ENERGY USAGE-FD	675.47
MT VERNON ACE HARDWARE	SUPPLIES-ALL DEPTS	625.06
MEDIACOM	PHONE/INTERNET-PD	479.94
IOWA SOLUTIONS	MAINTENANCE-PD	362.50
DE NOVO	MONTHLY MAINT-LBC	300.00
US CELLULAR	CELL PHONE-PD	275.32
RED LION RENEWABLES	SOLAR ELECTRIC PRODUCTION-P&A	273.65
LINN COUNTY PUBLIC HEALTH	ANNUAL INSPECTION-POOL	270.00
MEDIACOM	PHONE/INTERNET-POOL	246.79
LAURA WERKMAN	DEPOSIT REFUND-WAT	203.42
CENTRAL IOWA DISTRIBUTING	SUPPLIES-LBC	176.00
MENARDS	SUPPLIES-P&REC	160.94
B4 BRANDS	SUPPLIES-LBC	126.80
IOWA ONE CALL	LOCATES-WAT,SEW	96.30
MIDWEST WHEEL	VEHICLE MAINT-FD	93.97
P&K MIDWEST	FILTERS-RUT	86.97
ALLIANT ENERGY	ENERGY USAGE-ST LIGHTS	84.14
EVIDENT INC	SUPPLIES-PD	79.14
P&K MIDWEST	EQUIP REPAIR-P&REC	75.92
AIRGAS	CYLINDER RENTAL-PW	68.06
ALLIANT ENERGY	ENERGY USAGE-P&REC	64.13
PETER KREMBLE	DEPOSIT REFUND-WAT	62.41
KONICA MINOLTA	MAINTENANCE PLAN/COPIES-LBC	57.50
CITY LAUNDERING CO	SERVICES-P&A	56.64
STAPLES	SUPPLIES-P&A	53.39
BRIAN JOHNS	DEPOSIT REFUND-WAT	52.71
CUSTOM HOSE & SUPPLIES	SUPPLIES-WAT	24.51
TOTAL		116,383.06

GENERAL FUND	12,898.16
ROAD USE TAX FUND	644.87
CAPITAL IMPROVEMENTS	1,168.55
LOST III COMM CENTER	300.00
POLICE STATION CONSTRUCTION	949.39
WATER FUND	5,865.93
SEWER FUND	5,346.64
SOLID WASTE	114.66
LBC	431.28
PAYROLL	88,663.58
TOTAL	116,383.06

**AGENDA ITEM # J – 2**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	October 18, 2021
<b>AGENDA ITEM:</b>	Covid Related Policies/Procedures
<b>ACTION:</b>	Possible Motion

**SYNOPSIS:** The seven day positivity rate for the 52314 zip code has ticked up to 2.86 as of Wednesday afternoon. This amounts to 20 positive cases reported in the last week. As it relates to discussion at the October 4, 2021 meeting, I would recommend holding any mask requirements for 6<sup>th</sup> grade and below at the LBC until the MVCSD makes such a request. The City implemented mask requirements for programs last fall at the behest of the MVCSD administration.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Possible Motion

**ATTACHMENTS:** None

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 10/15/21

### **AGENDA ITEM # J – 3**

#### **AGENDA INFORMATION MT. VERNON CITY COUNCIL COMMUNICATION**

**DATE:** October 18, 2021

**AGENDA ITEM:** Solid Waste Proposals

**ACTION:** Motion?

**SYNOPSIS:** I have included the memo from last week as it outlines my recommendations. I have received one email in favor of keeping the current garbage contract, although I believe Council has received others. I do want to make two additional comments. I believe we will be able to negotiate a possible glass recycling program, but it likely will not be curbside collection. Staff may be able to negotiate with the contractor regarding snowbird accounts depending on the vendor. While I cannot guarantee the Council anything at this point, that would potentially answer two of the major concerns presented. All other points of concern have been addressed in the memo.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion?

**ATTACHMENTS:** Memo and Supporting Documents

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 10/15/21

# Memorandum

**To:** Mt. Vernon City Council  
**From:** Chris Nosbisch, City Administrator  
**Date:** 10/1/2021  
**Re:** Solid Waste service

---

## How we got here

The current solid waste contract utilizes a “pay as you throw” tag system. The program was designed to encourage recycling using monetary deterrents for solid waste. At the time of its inception, profits from the recycled byproducts offset the cost of collection. In the past ten years, the decline for recycled materials in China has dramatically decreased the profitability of some recycled products.

Five years ago, the monthly fee for solid waste service increased by \$0.75 per month/per resident. The City was able to absorb this increase by purchasing a leafvac and moving the semiannual leaf collection in-house (an approximate savings of \$30,000 a year). Staff was also notified the Linn County Cedar Rapids Solid Waste Agency would be eliminating the annual recycling incentive (just over \$7,000). At the time, Council chose to renew the current program for two years and reevaluate solid waste at a future date. Covid and the derecho storm further delayed the discussion by a year and a half.

While the “pay as you throw” tag program has been successful in reducing costs to some residents, it does have some unintended consequences.

1. Over the years, local businesses have phased out the resale of the garbage tags. The City is currently down to three resale locations outside of City Hall. The largest resale vender, Gary’s Foods, has indicated to staff they will no longer buy additional tags when their current supply is gone. Businesses that accept credit cards for garbage tag purposes are absorbing the third party fees.
2. In a pandemic, words I never believed I would utter, the tag program has to be suspended when the resale locations become compromised. In the case of Covid, City Hall was closed to the public, forcing them to frequent grocery stores and gas stations in order to buy garbage tags. To counteract this dilemma, the Council was forced to utilize ending fund balances to absorb any loss occurring during this period. The lack of tag sales during the Covid pandemic likely resulted in more than \$10,000 in losses (tag sales, tipping fees, etc).

One other item of note that was discussed at the last meeting is the current hauler. In discussing the future with Dave Stone, the owner of Wapsi Waste, it became quite evident that he would be looking to sell/transition the Mt. Vernon route within the next two to five years. This does not necessarily mean the City could not sign another five year contract with Wapsi Waste, but there is a high probability that we would be dealing with a new hauler within that timeframe.

### **Results of the RFP**

The request for proposals have been received and tabulated in the enclosed spreadsheet. There were three companies that submitted proposals, with two submitting both a five and ten year proposal. I have submitted spreadsheets for both a five year and ten year proposal. As my recommendation will be to move to a ten year contract, I will focus on the bids from Republic and ABC. Johnson County Refuse submitted two five year proposals, however, the price points for both proposals fall short of their competitors during the first 2-3 years.

The prices and analysis referenced in the following commentary include the \$10.50 monthly fee paid by all residents for leaf vac, right of way maintenance, composting, etc. This fee can be adjusted by the Council to further reduce cost, although staff would not recommend a reduction of more than \$.50 to \$1.00.

Republic's lowest monthly fee in year 1 is \$23.07, while ABC is \$25.50. The highest possible fee for Republic in year one is \$27.42, while ABC is \$28.75. This is equivalent to a current resident using 4.19 – 5.64 tags per month. .

At the end of the contract period (year 10), Republic has a low fee of \$28.65 and a high of \$34.32. ABC, in contrast, would have a low fee of \$31.03 and a high of \$35.49 in (year ten). Again, this would equate to 6.05 – 7.94 tags per month.

Both proposals list solid, in-state references. Republic is a much larger company and likely has more resources at its disposal as far as education materials, etc. One point of emphasis that will need more clarification during a potential contract negotiation is yard waste.

### **Next steps**

The following steps will need to be considered by the City Council in the coming weeks:

1. Determine what hauling system will be used under the new contract. Essentially, do we try to stay with a tag program or move to an automated system?
2. Identify the potential hauler and further vet their proposal. Additional materials on education, insurance, history, etc. have been provided by the haulers.
3. Work to finalize a renewal contract with Wapsi, or develop a new contract with one of the listed haulers.

4. Release education materials to the general public during the transition period.
5. Begin new contract on July 1, 2022.

### **Recommendation**

Both paths forward provide a certain level of uncertainty and challenges for the community moving forward. The current hauler cannot guarantee a definitive service period, and resale markets for garbage tags continue to dwindle. Regardless of your position on garbage service, this will be problematic for the City.

On the other hand, an automated system comes with its own challenges. Older sections of our community have narrow streets and an abundance of on-street parking. It is likely that some families may reduce the amount of recycled materials they set out, and glass will not be allowed in the totes. Additionally, as I have stated previously, some residents will be paying more in the new system while others will pay less. It is likely that our current weekly service dates will be modified with a new hauler.

With that being said, I believe the challenges of the tag system moving forward will outweigh any potential issues with an automated system. Based upon the RFP submittals, I am recommending a ten (10) year contract with Republic without the reduction of the annual service fee for the following reasons:

1. With the introduction of a 95 gallon container, most residents will increase their recycling capabilities.
2. A majority of residents will see a monthly cost reduction for garbage service. Those residents that are currently using less than one tag per week will see a slight increase.
3. Weight will no longer be a determining factor in whether a garbage container will be unloaded.
4. Republic does have a yard waste program that residents can subscribe to annually for an additional tote or utilize paper bags when needed.
5. If, Gary's Food does indeed end the resale of garbage tags, residents will be impacted. Gary's not only purchases close to 3000 tags per month, their extended hours allow residents greater opportunities to make a purchase.
6. The service fee covers the costs associated with the leaf program, compost site, tree maintenance, billing, etc.

Should the Council concur with my recommendation, staff could begin contract review/negotiations in preparation for the transition next summer.

## **AGENDA ITEM # J – 4**

### **AGENDA INFORMATION MT. VERNON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	October 18, 2021
<b>AGENDA ITEM:</b>	Travel/Inspection Vehicle
<b>ACTION:</b>	Motion

**SYNOPSIS:** Staff is seeking permission to purchase a new or used vehicle to serve as an inspection/travel vehicle. Staff currently utilizes the Police Department Explorer the city decommissioned two cycles ago (almost six years ago). The Explorers have afforded us the ability to elongate the useful life of our patrol vehicles by two years. With that being said, the vehicles are not used like your typical second hand vehicle, and often come with additional maintenance expenses. I currently advise staff to refrain from using the current Explorer outside of a twenty mile radius. This vehicle would be stationed at City Hall, but used by all staff. We would plan to trade in at least one vehicle with this purchase. Our hope is to locate a mid-size SUV in order to maximize our capacity for traveling to various trainings. I would also like to pursue a hybrid model to further our sustainability goals.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** None

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 10/15/21



**AGENDA ITEM # J – 5**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

**DATE:** October 18, 2021

**AGENDA ITEM:** Sun Shades

**ACTION:** Motion

**SYNOPSIS:** Sun shades to protect the outdoor seating area of the LBC have been on the docket for the better part of two years. Unfortunately the bids came in well above expectations, and the Park and Rec Board is recommending denial of the submitted quotes. Staff will work with the board to reduce the proposed cost and return the project to the Council at a future date.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Supporting Documents

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 10/15/21

Midwest Awnings, Inc  
Additional Information to be Included with Bid

- 1) Tax is added to price. If job is tax exempt, subtract:
  - a. \$2776.41 from base price
  - b. \$619.29 for alternate #1
  - c. \$619.29 for alternate #2
- 2) In digging the footing for the poles, if there is large fill, stone, concrete and/or wood interfering with footing, there will be an additional cost for digging.
- 3) Timeframe:
  - a. March 21, 2022 to dig holes, install steel tubing, and fill holes with concrete.
  - b. Approximately 7-10 days for curing of concrete to installation of Aluminum frames.
  - c. Approximate date April 14, 2022 for fabric installation
  - d. Approximate finish date of April 20, 2022.
- 4) Warranty:
  - a. Fabric: 15 years for polyethylene knitted shade cloth.
  - b. Aluminum frame and installation: 1 year.

Lester Buresh Family Wellness Community Center (LBC)  
Mount Vernon, Iowa - Shade Sail Quote Table  
16-Sep-21

Item No	Item Description	Unit	Quantity	Quote Amount	Notes:
1	Mobilization	LS	1	\$ 0	Include site meeting with owner and Iowa One Call coordination
2	Base project	LS	1	\$ 42,439.41	Shade Sails #1 - #3 (see note 1)
3	Alternate #1:	LS	1	\$ 9,466.29	Shade Sail #4 (see note 1)
4	Alternate #2:	LS	1	\$ 9,466.29	Shade Sail #5 (see note 1)
5	Finish grading of disturbed areas	LS	1	\$ 0	
6	Seeding and mulching of disturbed areas	LS	1	\$ 500.00	
Total Quote:				\$ 61,971.99	

Note 1 Items incidental to this line item: Fabrication and installation of Shade Sail System and associated footings. Poles can be steel or aluminum. Fasteners to be galvanized steel. Fabric to be polypropylene and lime green in color to match theme of LBC. The shade sail structure shall cantilever over patio as shown on site plan and perspective view at the approximate height noted on the site plan. Contractor has option to pour in place concrete footings or install Helical Anchors & Piles by Chance Foundation Solutions, or approved equal. <https://www.hubbell.com/chancefoundationsolutions/en/solutions/instant-foundations> Footing components should not mount to the current patio concrete wall. Careful removal of landscape edging for reuse, salvage and stockpile mulch during footing installation. Reinstallation of landscape edging and redistribution of mulch. Contractor is not responsible for salvaging plant material (Juniper Shrubs), but Owner requests you use care to minimize number of shrubs needed to be removed.

The selected contractor shall provide the following: a fabric sample to be reviewed and approved by Owner prior to procuring fabric; a shop drawing of the proposed system prior to procurement of materials and installation; provide structural design of pole, framing and footing system. Shop drawing to be certified/stamped by a licensed structural engineer in the state of Iowa.

Note 2 Contractor is responsible for repairing any damaged paving (sidewalks, patio, concrete wall, etc.) at their own expense.

Mark Boland  
Owner, Sales  
Jordan Judkins  
Sales, Iowa  
Blake Judkins  
Sales, Iowa



[www.bolandrecreation.com](http://www.bolandrecreation.com)

2347 Oak Park Road  
Marshalltown, IA 50158  
1-800-798-7589  
641-752-7589

Lester Buresh Family Wellness Community Center  
Mount Vernon, Ia.  
September 30, 2021

Custom Joined Wing Cantilever shade structure, supply and delivery only  
(See spec sheet attached to emailed proposal)-

**\$ 43,125**

Boland Recreation, Inc. is NOT RESPONSIBLE for unloading of equipment, storage, installation of the shade structures, permits, fees, ground preparation, disposal of trash, sales tax, or anything in addition to what is listed above.

Delivery schedule is about 16-18 weeks from the time an order is submitted

Warranty: see document attached to the emailed proposal

Prepared by: Mark Boland

*Prices include delivery to your job site only*

*Prices **DO NOT** include sales tax, if applicable*

*Payment for materials is due by 30 days after delivery.*

*Boland Recreation reserves the right to charge a 1.5% fee on past due invoices.*

*Delivery time is 16-18 weeks after the order has been placed, unless agreed upon differently*

**NOTE:** Boland Recreation, Inc. is NOT RESPONSIBLE for unloading of equipment, storage, permits, fees, ground preparation, pea gravel, borders, disposal of trash, sales tax, or anything in addition to what is listed above.

**AGENDA ITEM # J – 6**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	October 18, 2021
<b>AGENDA ITEM:</b>	Low Income Water Assistance
<b>ACTION:</b>	Motion

**SYNOPSIS:** For years, Low-Income Home Energy Assistance (LIHEAP) has helped qualifying lowans pay for the cost of heating their homes. To date, no similar program has existed for water and sewer utilities. Therefore cities would send residents to charities, churches, and other assistance programs to help pay their monthly bill. The low-income household water assistance program is a two year pilot program funded by the federal government. I have enclosed information on the program for your review, and would recommend the City of Mount Vernon become a recognized vendor.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Supporting Documents

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 10/15/21

## WATER UTILITY VENDOR AGREEMENT LOW-INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM

The following agreement is made between the local community action agency (Local Agency) administering the Iowa Low-Income Household Water Assistance Program (LIHWAP) and:

Vendor (payment is issued in this name)	Local Agency
Address	Address
City, State, Zip	City, State, Zip
Contact Person	Contact Person
Email	Email
Phone	Phone
Fax	Fax
Vendor Tax ID#	

### Vendor Provides:

- ☐ Drinking Water Only  
☐ Wastewater Only  
☐ Both Drinking and Wastewater

### Type of Entity:

- ☐ Publicly Owned  
☐ Privately/Shareholder Owned

### Counties Served:


All provisions of this agreement are subject to the availability of federal funds, issued by the U.S. Department of Health & Human Services (HHS). All Vendors shall abide by the following provisions for the current Iowa Low-Income Household Water Assistance Program (LIHWAP). Note: the term 'Vendor' applies to Owners & Operators of Community Water Supply Systems.

### 1.00 Agreement Duration

This agreement is effective when signed by the Vendor and shall terminate on September 30, 2023. The termination of this agreement shall not discharge any obligation owed by either party to the other or to an eligible household if such obligation was incurred during the effective period of the agreement.

### 2.00 Vendor Notification of Eligible Households

The Local Agency will notify the Vendor of those households that have been approved for the LIHWAP program through the mail, email, phone, or an online portal hosted by the Vendor. This notification must occur timely enough to avert disconnection of service, any additional charges, and ensure reconnection when appropriate.

### 3.00 Household Payments from LIHWAP

The LIHWAP program provides benefit awards on behalf of eligible customers by paying arrearages to drinking water/wastewater utilities in order to ensure service continuity and to reconnect service. Eligible households on whose behalf payments are made are third-party beneficiaries under this agreement. Therefore, all payments accepted by the Vendor made by the Local Agency on behalf of an approved household must be applied as a credit to that household's current water account. All LIHWAP credit balances must remain on the account until the benefit is exhausted. Water service must be maintained for at least 30 days after receiving the LIHWAP benefit payment from the local agency.

Any payment not accepted by the Vendor must be returned to the Local Agency within 5 business days of its receipt. Any duplicate payment for a household or an account must be reported to the Local Agency within 5 business days.

3.10 Households with Disconnect Notices (or imminent threat of disconnection)

The Vendor will accept LIHWAP payments for households with a disconnect notice or at imminent threat of disconnection, and will ensure the households' water service remains connected to avoid a reconnection fee.

For purposes of this section, payments include notification by the Local Agency to the Vendor on behalf of the LIHWAP-approved household. Such notification must ensure services are not interrupted for at least 30 calendar days, no additional fees or charges occur, and if disconnection has already occurred reconnection will be established.

3.20 Disconnected Households

LIHWAP payments that cover the balance owed by a disconnected household, will establish prompt reconnection of the water account by the Vendor.

For purposes of this section, payments include notification by the Local Agency to the Vendor on behalf of the LIHWAP-approved household. Such notification must ensure services are not interrupted for at least 30 calendar days, no additional fees or charges occur, and if disconnection has already occurred reconnection will be established.

3.30 Supported Expenses

The following are expenses which the LIHWAP program supports:

- Drinking Water/Wastewater utility past/back bills and amounts required to bring the account current
- Reconnection fees

3.40 Unsupported Expenses

The following expenses are unsupported by the LIHWAP program:

- Utility deposits for new service
- Expenses for diversion fees
- Repair, replacement, or installation of new home water systems/fixtures
- Wells or any other non-utility provided water system
- Energy services

4.00 Vendor Receipt of Payment

Within 30 calendar days of the Vendor's receipt of payment, the Vendor will provide to the Local Agency a receipt for the amount of payment received, using the format provided to the Vendor by the Local Agency.

A level payment amount shall not be adjusted nor shall a recipient be requested or required to withdraw from a level payment plan due to receipt of program assistance.

5.00 Continuous Access to Drinking Water/Wastewater Services

The Local Agency and Vendor will collaborate and to the extent practicable attempt to ensure the customer has continuous access to Drinking Water/Wastewater services.

6.00 Payments from Households

The Local Agency and Vendor will encourage regular monthly payments from households, including use of budget billing.

7.00 Confidentiality

Information regarding applicants and beneficiaries under this program must remain confidential subject only to the limited release of information by the Vendor to the Local Agency and the State of Iowa. The Vendor agrees to keep confidential the names and all other information pertaining to the clients served, including financial status, lifestyles, and housing conditions.

8.00 Non-Discrimination

The eligible household will not be treated adversely from other households because of receiving assistance under the Iowa Low-Income Household Water Assistance Program. The Vendor agrees not to discriminate either in cost of goods supplied or services provided, against the eligible household on whose behalf payments are made.



9.00 Termination of Customer Account

If a household terminates its account or changes Vendors prior to termination of this agreement, and any funds remain on the account, the Vendor shall contact the Local Agency within 30 calendar days to reconcile the existing account and determine the distribution of any remaining funds. Any remaining funds on the account paid under this program are to be returned to the Local Agency within 30 calendar days following reconciliation of the account. If the household has an arrearage on a different portion of the account such as garbage, the Vendor shall not withhold a refund.

10.00 Records

The Vendor will maintain an accounting system and fiscal records covering all activities under this agreement. The Vendor's records must include:

- The amount of payments made on behalf of eligible households by the Local Agency;
- Any LIHWAP credit remaining on the eligible household's account.

The Vendor shall retain these records for four years from the end date of this agreement.

The Vendor, upon written request from the eligible household, Local Agency, State of Iowa, or other designated representative, will provide a status report indicating the above information.

Vendors will assist the Local Agency and State of Iowa in collecting data concerning information on home water usage, or such other data as the state determines is reasonably necessary.

11.00 Site Visits

The State of Iowa and HHS authorized representatives reserve the right to monitor the use of funds by the participating Vendor in order to evaluate compliance with the provisions of this agreement.

12.00 Termination of Agreement

Either the Local Agency or the Vendor may terminate this agreement by giving the other party at least 30 calendar days written notice.

The Local Agency may terminate this agreement upon written notice of a breach by the Vendor of any material term, condition or provision of this agreement after the Vendor is given the opportunity to cure the breach.

The Local Agency may terminate the agreement immediately in instances where the Vendor has committed or engaged in fraud, misappropriation of funds, malfeasance, misfeasance, or bad faith.

Upon termination of the agreement by either party or upon expiration of the agreement, the Vendor shall, within 5 business days, remit to the Local Agency any unexpended funds paid to the Vendor.

The Vendor shall provide a full accounting of the funds subject to this agreement within 30 calendar days of termination or expiration of the agreement.

---

 Vendor

---

 Vendor Authorized Individual (printed name)

---

 Vendor Authorized Individual (signature)

---

 Date

---

 Local Agency

---

 Local Agency Director (printed name)

---

 Local Agency Director (signature)

---

 Date





# LIHWAP Program Overview

(Low-Income Household Water Assistance Program)

Administered by the Iowa Department of Human Rights:  
Division of Community Action Agencies

# What is LIHWAP?

- LIHWAP is an acronym for the Low-Income Household Water Assistance Program recently authorized by congress to address the financial impact the COVID-19 pandemic has had on low-income households.
- This is not connected to the Iowa Rent and Utility Assistance Program administered by Iowa Finance Authority.
- LIHWAP is dual funded through Consolidated Appropriations and the American Rescue Plan Act. In total, Iowa was awarded just over 10 million to administer program services and benefits
- This is a pilot program and currently only authorized through September 2023. It is anticipated that there is a great need for this assistance as this is not a service previously available in Iowa and the need for assistance in related areas (energy and weatherization) has been high
- Per federal guidelines, LIHWAP policy and procedures are to align closely with those for LIHEAP (Low-Income Home Energy Assistance Program). For this reason the Governor assigned the administration of LIHWAP to the Iowa Department of Human Rights. States are directed to utilize existing LIHEAP practices, applications, and tracking methods whenever possible.

# Who is Eligible for LIHWAP Assistance?

■ Program eligibility depends on the following:

- ❖ Income Maximums\* – total countable household income must be at or below 200% of the Federal Poverty Guidelines for household size
- ❖ Households must demonstrate a water burden by providing a water bill or other acceptable documentation of all water service amounts due, including applicable fees and taxes
- ❖ Households must demonstrate legal U.S. status to be eligible to receive federal benefits

Both Home Owners & Renters  
Are Eligible for Assistance

## **\* INCOME MAXIMUMS**

<i>Household Size</i>	<i>Annual Gross Income</i>
<b>1</b>	<b>\$25,760</b>
<b>2</b>	<b>\$34,840</b>
<b>3</b>	<b>\$43,920</b>
<b>4</b>	<b>\$53,000</b>
<b>5</b>	<b>\$62,080</b>
<b>6</b>	<b>\$71,160</b>
<b>7</b>	<b>\$80,240</b>
<b>8</b>	<b>\$89,320</b>

For households with more than eight members,  
add \$9,080 for each additional member.

# What Does LIHWAP Pay For?

- LIHWAP will be administered as a Crisis Component of the existing LIHEAP energy assistance program. It will address water burdens such as :
  - ❖ Disconnected Services – goal is to restore services to customer
  - ❖ Pending Disconnection – goal is to avoid disruption of service
- Goals are accomplished by:
  - ❖ Paying past-due amounts and any fees and taxes associated with reconnecting service to a disconnected household
  - ❖ Paying past-due amounts and any fees and taxes associated with bringing the account current to avert disconnection
  - ❖ When possible, customer accounts will be paid to a zero balance



# Who Can Receive LIHWAP Payments?

- Under federal regulation LIHWAP benefit **payments can only be made to water suppliers on behalf of customers**. Eligible water suppliers (vendors) include *Publicly Owned and Privately/Shareholder Owned* water vendors (Community Supply Systems). Strictly private systems, such as wells, are not eligible under LIHWAP
- Direct payments to customers is not allowable**. For an eligible household to receive assistance the water supplier providing service to that household must be willing to agree to the Terms & Conditions of the LIHWAP program as written in the Vendor Agreement between the water supplier and their local Community Action Agency
- Payments will be approved and issued through local Community Action Agencies. **All 16 agencies in Iowa will receive LIHWAP funding** to serve their surrounding communities

# Key Points Regarding LIHWAP

- Payments will be made towards arrears and associated fees and taxes
- Payments cannot be made towards:
  - ❖ Repair or replacement of water systems/equipment
  - ❖ Purchase or improvement of lands or buildings
  - ❖ Utility deposits for new service
  - ❖ Energy Usage/Non-water services
- Note – if other services are included on water bill these charges must be itemized to ensure no disallowed costs are paid for with LIHWAP funds

Where available, other funding sources, such as a Community Services Block Grant, can be used in conjunction with LIHWAP to cover costs not allowed under LIHWAP

# What Are Vendors Responsible For?

■ By signing the Vendor Agreement water suppliers agree to:

- ❖ Receive notification from local agencies of LIHWAP eligible households
- ❖ Receive benefit payments from local agencies on behalf of eligible households and apply such payments to the appropriate accounts
- ❖ Ensure that once notification of payment is received appropriate action is taken such as restoration of services or cancelling a scheduled disconnect
- ❖ Work with the local agency to provide acceptable documentation of receipt of LIHWAP funds for approved households
- ❖ Maintain confidentiality of LIHWAP households' personal information outside the scope of the Vendor Agreement, and share customer information required to administer LIHWAP benefits with local agencies
- ❖ Ensure no additional fees or penalties are charged against LIHWAP households that would not be charged to non-LIHWAP households

# What Are the Benefits for Vendors?

- ▶ Ensured collection of arrears for LIHWAP-approved households
- ▶ Reduced work burden on vendor technicians/staff due to averting disconnections that would otherwise occur
- ▶ Option to include program information in marketing materials to increase awareness of community enrichment initiatives
- ▶ Development of a good working relationship with local Community Action Agencies administering multiple assistance programs that could benefit vendor's customer-base



# Who is Administering LIHWAP?

LIHWAP is administered at both the Local and State levels. Local agencies work with water suppliers to setup Vendor Agreements and work with households on verifying eligibility and approving applications for benefit payments. The State provides policy standards, technical assistance, and program oversight.

## State Contacts

Bill Marquess

LIHWAP Program Planner

515-473-8575

[bill.marquess@iowa.gov](mailto:bill.marquess@iowa.gov)

Christine Taylor

Energy Assistance Bureau Chief

515-281-4565

[christine.taylor@iowa.gov](mailto:christine.taylor@iowa.gov)

# Community Action Agencies

- Iowa has 16 Community Action Agencies. Below is a list of those agencies and the counties they serve:

## New Opportunities

Audubon, Calhoun, Carroll, Dallas, Greene, Guthrie, Sac

## Hawkeye Area Community Action Program (HACAP)

Benton, Delaware, Dubuque, Iowa, Jackson, Johnson, Jones, Linn, Washington

## Community Action of Eastern Iowa

Cedar, Clinton, Muscatine, Scott

## MATURA Action Agency

Adair, Adams, Madison, Ringgold, Taylor, Union

# Community Action Agencies

## Mid-Iowa Community Action

Hardin, Marshall, Poweshiek, Story, Tama

## Mid-Sioux Opportunity

Cherokee, Ida, Lyon, Plymouth, Sioux

## North Iowa Community Action Organization

Butler, Cerro Gordo, Floyd, Franklin, Hancock, Kossuth, Mitchell, Winnebago, Worth

## Northeast Iowa Community Action Corporation

Allamakee, Bremer, Chickasaw, Clayton, Fayette, Howard, Winneshiek

## Operation Threshold

Black Hawk, Buchanan, Grundy

# Community Action Agencies

## IMPACT Community Action Partnership

Boone, Jasper, Marion, Polk, Warren

## South Central Iowa Community Action Program (SCICAP)

Clarke, Decatur, Lucas, Monroe, Wayne

## Community Action of Southeast Iowa

Des Moines, Henry, Lee, Louisa

## SIEDA Community Action

Appanoose, Davis, Jefferson, Keokuk, Mahaska, Van Buren, Wapello

## Upper Des Moines Opportunity

Buena Vista, Clay, Dickinson, Emmet, Hamilton, Humboldt, O'Brien, Osceola, Palo Alto, Pocahontas, Webster, Wright



# Community Action Agencies

## West Central Community Action

Cass, Crawford, Fremont, Harrison, Mills, Monona, Montgomery, Page, Pottawattamie, Shelby

## Community Action Agency of Siouxland

Woodbury

**THANK YOU!!**

## HACAP Water Utility Vendors & Contacts

Ainsworth, City Of
Alburnett, City Of
Anamosa, City Of
Amana Society Service Company
Asbury, City Of
Belle Plaine, City Of
Bellevue, City Of
Cascade Municipal Utilities
Cedar Rapids, City of Water Department
Coggon, City Of
Coralville, City Of
Delaware, City of
Dubuque, City Of
Edgewood, City Of
Epworth, City Of
Fairfax, City Of
Garrison, City of
Hiawatha, City Of
Iowa City, City Of
Iowa Regional Utilities Association
Monticello, City Of
Morley, City Of
North Liberty, City Of
Olin, City Of
Parnell, City Of
Rathburn Regonal Water Association
Riverside, City Of
Sabula, City Of
Solon, City Of
Springbrook, City Of
Tiffin, City Of
Vinton, City Of
Wellman, City Of
Worthington, City Of





**LIHWAP**

## Low Income Household Water Assistance Program

### WHERE TO APPLY

#### **BENTON COUNTY**

**NORTH BENTON CENTER**  
202 East 4th St., Vinton  
(319) 472-4762

#### **DELAWARE COUNTY**

**DELAWARE COUNTY OFFICE**  
721 South 5th St., Manchester  
(563) 927-4629

#### **DUBUQUE COUNTY**

**DUBUQUE OUTREACH CENTER**  
220 W. 7th St., Dubuque  
(563) 556-5130

#### **IOWA COUNTY**

**MARENGO LIBRARY**  
235 E. Hilton St, Marengo  
(319) 366-0776  
Or

**INN CIRCLE**  
5560 6th St. SW, Cedar Rapids  
(319) 366-0776

#### **JACKSON COUNTY**

**JACKSON COUNTY OFFICE**  
904 East Quarry, Maquoketa  
(563) 652-3814

#### **JOHNSON COUNTY**

**WATERFRONT CENTER**  
367 Southgate Ave., Iowa City  
(319) 337-5765

#### **JONES COUNTY**

**JONES COUNTY OFFICE**  
105 Broadway Pl., Anamosa  
(319) 462-4343

#### **LINN COUNTY**

**INN CIRCLE**  
5560 6th St. SW, Cedar Rapids  
(319) 366-0776  
Or  
**URBAN OFFICE**  
1328 2nd Ave. SE, Cedar Rapids  
(319) 366-7632

#### **WASHINGTON COUNTY**

**ORCHARD HILL**  
2175 Lexington Blvd., Washington  
(319) 653-7275

[WWW.HACAP.ORG](http://WWW.HACAP.ORG)



# Water Assistance

Low-Income Household Water Assistance Program (LIHWAP)

## Water Assistance CAN:

- Assist in reconnection
- Help avoid disconnection

## Water Assistance CAN'T:

- Pay utility deposits for new service
- Pay for any diversion fees
- Pay for any repairs/replacements of water systems or equipment
- Pay for costs related to individually- owned water systems like wells

## Who's Eligible?

- Must be under income maximums
- Must demonstrate a water burden and currently be experiencing a water crisis
- Must demonstrate legal U.S. status

### Income Maximums

Household Size	Annual Gross Income
1	\$25,760
2	\$34,840
3	\$43,920
4	\$53,000
5	\$62,080
6	\$71,160
7	\$80,240
8	\$89,320

For households with more than eight members, add \$9,080 for each additional member

**Email and  
Phone Number Here**



## **K. Reports-Received/File**

4. Reports Received 10/10/10



# Mt. Vernon-Lisbon Police Department

Douglas J. Shannon  
Chief of Police

## SEPTEMBER 2021 POLICE REPORT

### Vehicle Collisions

There was a total of 9 reported collisions in September. There were 7 collisions in Mount Vernon. Collision 1 occurred on 2<sup>nd</sup> Ave SW when unit 1 was attempting to park and pressed the gas rather than the brake, hitting a building. Damage was estimated at \$3,700 and no injuries were reported. Collision 2 occurred at the Hwy 1 roundabout when unit 1 failed to yield, striking unit 2. Damage was estimated at \$3,000 and no injuries were reported. Collision 3 occurred when unit 1 struck a parked car on 1<sup>st</sup> St W. Damage was estimated at \$8,000 and minor injuries were reported. Collision 4 occurred when unit 1 had a mechanical failure and struck a utility pole on 10<sup>th</sup> Ave SW. Damage was estimated at \$5,000 and no injuries were reported. Collision 5 occurred on business highway 30 when unit 1 was pulling into a parking spot when unit 2 struck unit 1 while backing out of a parking spot. Damage was estimated at \$20 and no injuries were reported. Collision 6 occurred at the Hwy 1 roundabout when the trailer of unit 2 struck unit 1. Damage was estimated at \$13,000 and a minor injury was reported. Collision 7 occurred on 1<sup>st</sup> St. E when unit 1 backed into unit 2. Damage was estimated at \$1,500 and no injuries were reported.

There were 2 collisions in Lisbon. Collision 1 occurred on business 30 when unit 1 struck a deer. Damage was estimated at \$8,500 and no injuries were reported. Collision 2 occurred when unit 1 backed into unit 2 when exiting an alley onto N. Washington St. Damage was estimated at \$1,200 and no injuries were reported.

### Incidents/Arrest

There were 30 reported incidents in September. In Mount Vernon, there were 16 reports which included: domestic disturbance, fight with weapon, found property, fraud, intoxicated person, violation of a no contact order, driving while barred, medical, theft (x4), driving while license under suspension, abandoned vehicle, and warrants served (x2).

In Lisbon, there were 14 reports which included: child endangerment, dog at large, simple assault, criminal mischief, domestic disturbance, fraud, harassment, intoxicated driver, intoxicated person, possession underage, medical, and theft.

During September, officers had 7 arrests. In Mount Vernon there were 2, including: domestic abuse – assault, possession of a controlled substance, interference with official acts, and driving while barred- habitual.

In Lisbon there were 5, including: public intoxication, assault on an officer, interference with public disorder control, domestic abuse – assault, possession of alcohol underage, credit card fraud, and OWI.

380 Old Lincoln Highway  
Mount Vernon, Iowa 52314

319-895-6141 (office)  
319-895-6617 (fax)



# Mt. Vernon-Lisbon Police Department

Douglas J. Shannon  
Chief of Police

## K-9 Report

Monster was deployed 2 times in September with no alerts.

## Community Service/Training/Misc.:

- Officer Moel and Monster attended training on September 23
- On September 16 the department focused on excessive speeding
- Officer Beehler attended rifle school
- Officer Ford attended Evidence Storage and Management class
- Officers Beehler, Daubs, Frankfurt and Shannon attended the Cornell Safety Fair
- Officers Ford, Shannon, Frankfurt, Beehler, and Daubs attended Bias & Harassment in the Workplace training
- Lisbon time (administration, call for service, patrol): 289 hours

	Sept	Aug	July	June	May	April
Administrative	58	38	74	37	44	24
Call for service	35	33	42	148	25	23
Patrol	197	371	180	240	202	215
	289	442	296	240	272	262

## GTSB:

During September, officers worked 4 hours of STEP at Cornell College's Safety Fair.

Respectfully Submitted,

Chief of Police



**Mount  
Vernon**  
IOWA

**Chris Nosbisch, City Administrator**  
**Douglas Shannon, Chief of Police**

**Jamie A. Hampton, Mayor**

**Council:**

**Eric Roudabush**  
**Scott Rose**  
**Tom Wieseler**  
**Stephanie West**

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**Parks and Recreation Department**  
**Directors Report**  
**September 15 – October 15**

**Parks**

- ***Discussion at Park and Rec Board about improvements plan at Nature Park.***
- ***Park and Rec Master plan will be looked at and updated. Hope to have an updated document Jan or Feb 2022.***

**Sports**

- ***Fall Flag Football and Soccer will be finished October 9<sup>th</sup>.***
- ***Girls Basketball registration for grades 3-6 will end October 16<sup>th</sup> and practices can start as early as October 25<sup>th</sup> with games beginning November 6<sup>th</sup>.***

**Pool**

- ***Pool Report is being finalized and will be presented after November 9<sup>th</sup> Park and Rec Board meeting.***

**Misc**

- ***A new Trails Committee is being formed. Potential members have been identified and we hope to have our first meeting end of October or first of November.***

**LBC**

- ***Chalk the Walk will be meeting a little earlier than usual to discuss a new logo and new banners for downtown. Banners would be funded by CDG.***

## **L. Discussion Items (No Action)**

1. *Agenda Item 10: Approval of the Minutes of the Board of Directors for the meeting held on 10/10/2023.*

**AGENDA ITEM # L – 1**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	October 18, 2021
<b>AGENDA ITEM:</b>	Proposed Snow Route Additions
<b>ACTION:</b>	None

**SYNOPSIS:** As the City continues to grow, adjustments will need to be made to established snow routes. Staff would like to give the Council additional time to review the maps before submitting the resolution of approval.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** None

**ATTACHMENTS:** Supporting Documents

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 10/15/21

# Mt. Vernon-Lisbon Police Department

Douglas J. Shannon  
Chief of Police

October 12, 2021

To: Chris Nosbisch, City Administrator

Cc: City Council, Mayor

Re: Ordinance change - Additional declaration of Snow Routes

Dear Chris,

As a result of the new development in Mount Vernon, I have been working with Eldon to identify needed changes to the Snow Routes in Mount Vernon. As a result of our discussion, we agree that it would be beneficial to add additional snow routes as defined below (and depicted in green on the attached photo):

- 7<sup>th</sup> Street NE
- Ashton Drive NE
- 6<sup>th</sup> Street NE (from Wolfe Ln to Ashton Dr NE)
- Wolfe Lane (from 6<sup>th</sup> Street NE to B Ave NE)
- B Ave NE
- 3<sup>rd</sup> Street NE
- 3<sup>rd</sup> Street SE
- 7<sup>th</sup> Street SE (from 3<sup>rd</sup> Street to 1<sup>st</sup> Street)
- Palisades Road SW (from 10<sup>th</sup> Ave SW to Business 30)
- 15<sup>th</sup> Ave SW
- 3<sup>rd</sup> Street SW (West of 10<sup>th</sup> Ave SW to 15<sup>th</sup> Ave, extending to 17<sup>th</sup> Ave upon completion)
- 17<sup>th</sup> Ave SW

Here is a link to Google Maps detailing the recommended additions:

[https://www.google.com/maps/d/edit?hl=en&hl=en&mid=1crIfPM1au8-tLRtHbV3cbxs\\_9hAO9JHV&ll=41.92161890173887%2C-91.4238646460697&z=16](https://www.google.com/maps/d/edit?hl=en&hl=en&mid=1crIfPM1au8-tLRtHbV3cbxs_9hAO9JHV&ll=41.92161890173887%2C-91.4238646460697&z=16)

I will send a letter to the residents living along the proposed streets that we are considering for snow routes, notifying them of the consideration by the City and requesting feedback be returned to me by 10/29/2021. This would allow Council to discuss and take action on 11/1/2021.

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Mount Vernon, Iowa 52314

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# Mt. Vernon-Lisbon Police Department

Douglas J. Shannon  
Chief of Police

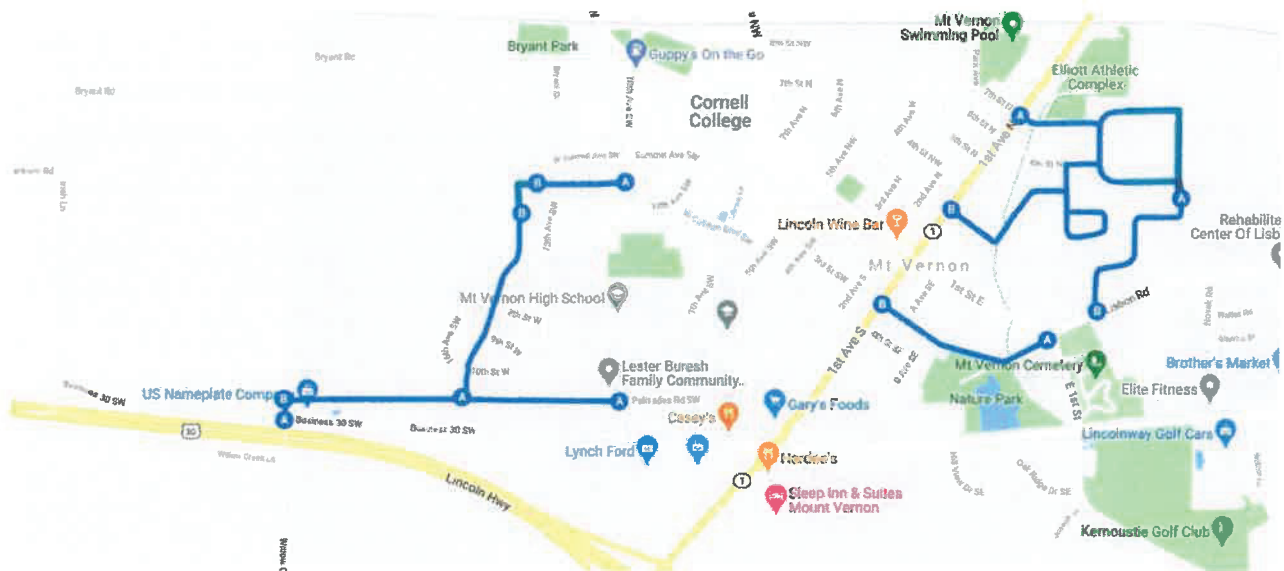
I appreciate the consideration of this request.

Sincerely,



Doug Shannon  
Chief of Police

Photos attached:



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**Douglas J. Shannon**  
**Chief of Police**



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**AGENDA ITEM # L – 2**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

**DATE:** October 18, 2021

**AGENDA ITEM:** Halloween

**ACTION:** None

**SYNOPSIS:** Halloween falls on Sunday, October 31, 2021 this year. With that being said, staff has been approached by residents about the possibility of moving trick or treat festivities to Saturday, October 30, 2021.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** None

**ATTACHMENTS:** None

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 10/15/21

**AGENDA ITEM # L – 3**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

**DATE:** October 18, 2021

**AGENDA ITEM:** Illegal Dumping

**ACTION:** None

**SYNOPSIS:** According to City Hall staff, items that are illegally dumped within our community are typically picked up and disposed of by PW staff (if the original owner cannot be located). This is not a systematic problem year in and year out, but there is a question as to the City's responsibility in such situations.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** None

**ATTACHMENTS:** None

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 10/15/21

## **M. Reports Mayor/Council/Admin.**

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**CITY OF MT. VERNON  
CITY ADMINISTRATOR  
REPORT TO THE CITY COUNCIL  
October 18, 2021**

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- Laura attended the Iowa American Planning Association conference in Des Moines this past week.
- I will be hosting City Managers from the eastern Iowa region on Friday, October 22, 2021. Following a short lunch program, we will be touring the LBC.
- There will be an all staff meeting on Wednesday, October 20, 2021 in City Hall (10 a.m.).
- Staff will be meeting with representatives of Cornell College and the Mt. Vernon Community School District to discuss future infrastructure possibilities (October 18, 2021).